

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Revised motion for Blue Fountain Diner on page 4

The Board Directors of Lower Bucks County Joint Municipal Authority held their monthly meeting on Thursday, April 23, 2015 at the Authority's Administration office located at 7811 New Falls Road, Levittown, Pennsylvania 19055.

Executive Session

An Executive Session was held from 6:00 P.M. to 7:00 P.M. Mr. Downey will advise during his report.

***Tape did not record the April 23, 2015 Board Meeting**

Call to Order

Mr. Glasson, Chairman, called the meeting to order at 7:10 P.M., which was followed by the Pledge of Allegiance and a moment of silence. Mrs. Keyser asked all present to please remember in their moment of silence our armed forces, the passing of Susan Wallover's son and Karen Downey who is presently hospitalized due to illness.

Roll Call

Mrs. Keyser, Secretary, took roll call as follows:

Board Members Present: James Chase
Janet Keyser
Rich Altmiller
Joseph Glasson
Sandra Della-Croce

Also Present: Vijay Rajput, Ph.D., P.E., Managing Director
Colleen Dunn, Finance Manager
James A. Downey, III, Solicitor
Nancy Burnell, Supervisor, Meter Dept.
Fred Walcott, Acting Superintendent - WFP
Phil Smythe, Field Technician
Mike Andrews, Engineering Assistant
Bob Serpente, Consulting Engineer

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Public Participation

At this time, there was no one in the audience that wished to address the Board.

Approval of the April 2015 Accounts Payable as Presented to the Board Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to approve the April 2015 Accounts Payable as presented.

Questions/Comments

Mrs. Keyser inquired about the following invoice(s):

S2A Technologies, Inc.

Invoice # 3 Employees WFP OP Vol 1

Amount: \$2,325.00

WTP Op Vol 1 – F. Walcott; V. Smith; T. Malloy

Mrs. Keyser questioned who was S2A Technologies, Inc. Dr. Rajput responded that it is his wife's company. Mrs. Keyser stated that she is aware that Dr. Rajput teaches the Water Plant courses and asked if he increased the costs of the class. Dr. Rajput stated that there was a slight increase in the cost of the class. Mrs. Keyser asked Dr. Rajput if he would be the instructor and teaching all the classes for this course with Dr. Rajput stating yes. There was additional conversation regarding this issue.

Ms. Della-Croce inquired about the following invoice(s)

Marshall Dennehey Warner Coleman and Goggin PC

Invoice # 12643198-83028

Amount: \$3,623.38

D. Kearney Jr. vs LBCJMA 02/03/2015 – 02/26/2015

Dr. Rajput explained that this is concerning an easement issue.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Mr. Altmiller questioned the following invoice(s)

Super Heating

Invoice #: LD Davis 04/01/2015

Amount: \$9,200.00

Remove 6 Heaters/Install 3 New Gas Heaters

Dr. Rajput explained that the six (6) heaters removed for the DAF Building were not working, the purchase of the three (3) new gas heaters are more efficient and cost effective.

Roll Call

Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye
Mr. Glasson	Aye

Motion carried unanimously

Approval of the March 26, 2015 Board Meeting Minutes as Presented to the Board Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to approve the March 26, 2015 Board Meeting Minutes as presented.
Motion carried unanimously.

Pretreatment Variances

Pasquale's Sports Bar & Pizzeria – 9078 Mill Creek Road, Levittown, Permit No. F051-0213 (10/10/2013 – 10/09/2014). Facility was issued a NOV on 01/12/2015 for exceeding O&G on 12/31/2014. A Compliance Order was issued on 02/20/2015 for failure to submit the permit required O&G analysis within 30 days. A Show Cause was issued on 03/20/2015 requiring the facility to attend the 04/23/2015 Board Meeting to address the violations to the Board Directors.

Mr. Puchino, owner of Pasquale's Sports Bar & Pizzeria, was present and advised the Board that he has passed every test with the exception of the latest one. He had the trap cleaned by George Allen the beginning of December 2014. , Spectral came out on December 31, 2014, to do analysis and informed us that the trap was not cleaned. Mr. Puchino called George Allen back and made them aware that the person that came out stated that the trap was cleaned when in fact they were not. George Allen came back and the trap was then cleaned.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Spectral will be out again on May 6, 2015 to test. George Allen will have cleaned the trap, however this time under my (Mr. Puchino's) supervision. We are aware of the situation and are diligently working to correct it.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to table any action until the next test results have been received and reviewed by the Authority.
Motion carried unanimously

Blue Fountain Diner – 2029 East Lincoln Highway, Langhorne. Permit No. F007-2014 (03/17/2014 – 03/16/2015). Facility was issued a NOV on 09/02/2014 for failure to submit an acceptable Engineering report for the installation of an exterior two compartment baffled grease trap as well as seal the floor drains and disconnect condensate discharges from the sanitary sewer. A Compliance Order was issued on January 5, 2015 for failure to submit the required Engineering report. A Show Cause was issued on March 20, 2015 requiring the facility to attend the April 23, 2014 Board Meeting to address the violations with the Board Directors.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase to grant more time for the new owner to obtain the Engineering Report and other proper documentation.
Motion carried unanimously.

Billy's Bagels – 9010 Mill Creek Road Levittown. Temporary Permit No. F193-2015 (03/16/2015 – 09/21/2015). This Facility has been recently sold, and the new owner is requesting a variance from the exterior 1,000-gallon baffled tow compartment grease trap and is asking to be granted approval to continue to use the existing 24-gallon internal grease trap.

Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to table any decision until the next Board Meeting.
Motion carried unanimously.

Olive Garden

Olive Garden performed the required testing, which they passed and submitted the results to Mrs. Wallover. Mrs. Wallover advised him to attend the April Board Meeting.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Dr. Rajput was asked if they passed the testing why would they need to come before the Board. Dr. Rajput stated that Mrs. Wallover was not at tonight's meeting so he did not know. The Board stated that they will address Olive Garden at the May 28, 2015 Board meeting.

Easement Issue - Mr. Forgione – 56 Peachtree Lane, Levittown, PA

Mr. Forgione informed the Board that he has signed an Agreement of Sale to sell his home, as well as an Agreement of Sale to purchase a new home that is being constructed in the Doylestown area. The Forgiones applied for a Use & Occupancy Permit through Falls Township, the Authority was notified of the impending sale and after inspection of the property the Authority advised the Forgiones that the Authority has a sanitary sewer easement on his property. During the inspection, it was also discovered that there was a shed above the sanitary sewer main, there was concrete under the shed, and there were bushes and other shrubbery above the sanitary sewer easement. The primary concern was that there is a portion of the house (an addition) that was built in the area of the sanitary sewer easement. The actual sewer line is not under the addition, but is approximately three (3) feet adjacent to the addition. Mr. Forgione stated that he does not have an issue removing the shed, concrete and any bushes, trees etc.

Mr. Forgione informed the Board that on April 25, 2000, he & his wife filed an application with Falls Township for a permit to build the addition that is in the easement area. The application for the permit was originally denied. They then filed an application for a zoning ordinance appeal with the Zoning Hearing Board to obtain a variance and their application for a variance was approved. In light of this, Mr. & Mrs. Forgione are requesting that the Authority grant them a waiver with regard to the portion of the addition that lies within the sanitary sewer easement. Settlement to sell his home is scheduled for June 15, 2015.

Managing Director's Report

Contract WTP-356: Furnish and Install Duo Deck Floating Cover and Gas Recirculation System on Anaerobic Digester No. 2 at the Authority's Wastewater Treatment Plant

The existing Floating Cover and Gas Recirculation System of Digester No. 2 is original and was installed in the 1960's. Due to the substantial amount of snow, the cover sustained heavy damage and had to be taken out of service in March. This project is included in the 2015 Capital Improvement Budget. The total budgeted amount is \$1,200,000. There are four (4) anaerobic sludge digesters, of these No. 3 digester is being operated as a secondary anaerobic digester (a holding tank from where anaerobically digested sludge is withdrawn for dewatering) and the remaining three (3) digesters are being operated as primary anaerobic digesters.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

The existing Duo Deck Floating Cover and Perth Gas Recirculation System-Gas Mixing System that are installed in the digesters were manufactured by Envirex, Inc. /U.S. Filter now known as Evoqua Water Technologies, LLC. Digester No. 2 is a Duo Deck Floating Cover and Perth Gas Mixing System and should be replaced with a similar system such as the one that is manufactured by Evoqua Water Technologies, LLC. It is the Director's opinion that if the Authority changes this system to any other system, a PADEP Water Quality Permit will be required. Considering that the above systems are proprietary and installation is specialized, it is recommended awarding this project for design/built, installation and placing the system in full operation to Evoqua Water Technologies, LLC for a total lump sum not to exceed \$950,600.00. This includes all appurtenance including sample wells, entrance hatches, man-ways, pressure relief valves, engineering, freight, field service, operation and maintenance manuals.

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to award this contract to Evoqua Water Technologies, LLC for a total lump sum not to exceed \$950,600.

Roll Call

Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye
Mr. Glasson	Aye

Motion carried unanimously

Contract WWTP-360 Purchase of One (1) Heavy Duty Dump Truck with Stainless Steel Dump Body under Costar Contract #025-008 Municipal Work Vehicles – Capital Improvement Project - \$150,000.00

The Authority is undertaking long-term maintenance and replacement of existing water mains. The Field Department will perform most of the work in-house. We will need one (1) additional large dump truck. Due to the nature of the work and abrasiveness of the materials we will be handling, the body of the bed should be stainless steel. A quotation has been received from Bucks County International, Inc., for the Base Chassis Model 2016 – 7600SBA 6x4 2010 – SF667 under Costar's Contract #025-008 in the total quoted price of \$164,333.00. The total vehicle price is \$129,497, Stainless Steel Body \$34,065, total warranty will be \$771. It is recommended awarding the above contract to Bucks County International, Inc. under Co-Star's Contract to Bucks County International, Inc. for the total amount not to exceed \$164,333.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Motion

Mr. Altmiller made a motion, seconded by Mr. Chase, to approve the purchase of the Base Chassis Model 2016 – 7600SBA 6x4 2010 – SF667 under Costar’s Contract #025-008 in the total quoted price of \$164,333.00. The total vehicle price is \$129,497, Stainless Steel Body \$34,065, total warranty will be \$771. It is recommended awarding the above contract to Bucks County International, Inc. under Co-Star’s Contract to Bucks County International, Inc. for the total amount not to exceed \$164,333.

Roll Call

Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye
Mr. Glasson	Aye

Motion carried unanimously

Clerical Position at the Administration Office

Dr. Rajput reported that the Authority has a candidate, Kathleen Posey, for the clerical position at the Administration Office. Starting salary is \$21.68 and her starting date will be May 18, 2015.

Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to hire Kathleen Posey for the open clerical position at the Administration office at an hourly rate of \$21.68. Starting date is to be May 18, 2015 with a 90-day probationary period as stated in the collective bargaining agreement.

Roll Call

Mr. Chase	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Nay
Mr. Altmiller	Aye
Mr. Glasson	Aye

Motion carried 4 Aye votes – 1 Nay vote

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Summer Hours/Motion

Mr. Chase made a motion, seconded by Mr. Altmiller, to allow Administration personnel, as well as clerical personnel at both plants to work summer hours. Summer hours are Monday through Thursday whereby personnel work nine (9) hour days and on Fridays they work a four (4) hour day. The Administration office would close at 12:00 P.M. on Fridays. Summer hours are from Memorial Day through Labor Day.

Motion carried unanimously

Contract WWTP-355: Furnish and Supply Crushed Stone Aggregate to LBCJMA through Bucks County Consortium of Municipalities

Notice of Intent to Award has been issued to the Contractor. The Authority is waiting for their executed contract forms and documents along with the required Bonds and Insurance Certificates.

Contract WWTP-357: Replacement of Existing Water Mains

We have started developing specifications and contract documents for bidding of the above contract. Bids proposals will be presented to the Board at the May meeting.

Contract WTP-359: Furnish and Install Second Sludge Dewatering Centrifuge

The preliminary investigation has been completed on new centrifuge technology. We have started collecting technical data and information for the preparation of the specifications and contract documents for bidding. Review of the new centrifuge technology shows that we will be using significantly less energy compared with that of the existing centrifuge, almost tripling the sludge loading capacity of the new centrifuge. This is included in the 2015 Capital Improvement Budget.

Contract WP-354: Disposal of Dewatered Sludge from the Authority's Water Treatment Plant

Notice of Intent to Award has been issued to the Contractor. The Authority is waiting for their executed contract forms and documents along with the required Bonds and Insurance Certificates.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Contract WWTP-353: Disposal of Dewatered Sludge from the Authority's Wastewater Treatment Plant

Notice of Intent to Award has been issued to the Contractor. The Authority is waiting for their executed contract forms and documents along with the required Bonds and Insurance Certificates.

Contract WWTP351: Furnish and Provide Services for Tree Trimming and Removal

Notice of Intent to Award has been issued to the Contractor. The Authority is waiting for their executed contract forms and documents along with the required Bonds and Insurance Certificates.

WWTP-352: Restoration of Concrete Sidewalks, Driveways, Concrete Aprons, Concrete Curbs and Sites Affected by Water Main Breaks

Notice to Proceed has been issued to the Contractor. The duration of this contract is from April 20, 2015 through April 19, 2016.

Contract WTP 320A & WTP-320B: Water Treatment Plant Sedimentation Basin Improvements – General & Electrical Construction

The Contractor continues to wait for the ground to dry. Once that happens they will start replacement of the existing bridge with the prefabricated metal bridge. They will also investigate the source of a potential leak at the end of the newly installed 20-inch bypass pipe.

Contract WWTP-335: Cured-In-Place Lining Project

Mike Andrews reported that we are scheduling the Contractor to line approximately 1815 linear feet of a 12-inch interceptor located in the North Park section of the Authority's Birch Valley Pump Station service area.

Annual Wasteload Management Report – Chapter 94

Per the requirements of the PADEP, the annual Waste Load Management Report for the 2014 reporting year has been completed and submitted to the PADEP. The report presents hydraulic and organic loading calculations and projections for the next five (5) years, performance of the plant, connections to the Authority's system, plant maintenance, wastewater collection system maintenance program, pumping station conditions maintenance, etc. The annual daily average wastewater flow to the Plant was 7.5 MGD.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

There was only one (1) commercial sewer connection to the wastewater system. The plant performance in terms of CBOD5 Total Suspended Solids reduction efficiencies were calculated to be approximately 97% and 96% respectively. The plant performance was consistently excellent.

The maintenance work completed for the collection system during 2014 involved CCTV inspection of approximately 62,692 lineal feet of sewer pipe, jetting/cleaning of approximately 17,858 lineal feet of sewer pipe and root removal of approximately 25,304 lineal feet of sewer pipe. There 121 homes which were found to have broken sewer vents that have been repaired. Under the ongoing I&I control program, approximately 39,392 linear feet of sewer main ranging in size from 8-inch to 18-inch were cleaned, inspected and lined. Dr. Rajput thanked Jennifer Smythe for her assistance in compiling and tabulating and preparing the monitoring data.

Pretreatment Annual Report

The required Pretreatment Program Annual Report has been submitted to USEPA and PADEP.

Pollution Minimization Plan For PCBS

The required PADEP and DRBC Pollution Minimization Plan (PMP) for PCB/s has been submitted to PADEP and DRBC.

2014 Annual Water Quality Data

In compliance with the Safe Drinking Water Act 1996 Amendments relating to the Consumer Confidence Reports, we have completed and sent our Water Quality Data to the Authority's Whole Sale customers, Bucks County Water and Sewer Authority, Middletown Township and Falls Authority for preparation of their annual Water Quality Report (Consumer Confidence Report – CCR for the reporting year of 2014. This will also be posted on the Authority's website. In looking at the report, please note that the Authority produces some of the best quality drinking water, which consistently meets or exceeds all water quality standards.

PA Turnpike/I-95 Interchange Project – Relocation of a Water Main and Sanitary Sewer Forcemain

Mike Andrews and Phil Smythe are coordinating the water main and Laurel Bend sewer forcemain with the PA Turnpike Commission's contractors.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Addition to the Administration Office – Meter, Offices, Map/File Room, Board Meeting Room

We are now in the design and construction documentation phase of this project. We are planning to receive bids between July and August 2015.

PECO Smart Equipment Incentives Act 129 Program-Energy Saving Credit Rebate

The completed application has been submitted to PECO for the Authority's Wastewater Treatment Plant Project involving replacing the existing non-efficient lighting with more efficient lighting.

Wastewater Treatment Plant Laboratory

The Annual Renewal Certificate form from PADEP for the Authority's Wastewater Treatment Plant Lab has been received and is valid until April 30, 2016.

Solicitor's Report – James A. Downey, III, Esquire

Mr. Downey reported that an Executive Session was held from 6:00 P.M to approximately 7:10 P.M.

Motion

Mr. Altmiller made a motion, seconded by Mrs. Keyser, to deny the approval of a settlement that was discussed with the Authority's Insurance Attorney during the executive session regarding a former employee's lawsuit.

Roll Call on the Motion

Mr. Chase	Nay (stated Opposed)
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye

Motion carried 4 Aye votes 1 Nay vote

Motion - Fee Charge

Rich Altmiller made a motion, seconded by Mr. Chase, to change all after hour fees from \$100.00 to \$150.00.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye

Motion carried unanimously

Motion – Pass through Fee

Mr. Chase made a motion, seconded by Mr. Glasson, to pass along fees charged by Authorities/Utilities to shutoff water services to the Authority's customers.

Roll Call on the Motion

Mr. Chase	Aye
Mr. Glasson	Aye
Ms. Della-Croce	Aye
Mrs. Keyser	Aye
Mr. Altmiller	Aye

Motion carried unanimously

Motion – District Attorney

Mr. Altmiller made a motion, seconded by Mr. Chase, to forward information regarding a former employee's activities during employment to the District Attorney's office.
Motion carried unanimously.

Finance Manager's Report – Colleen Dunn

Currently we still have one (1) employee on disability.

Mrs. Dunn reported that the Authority's bank balance as of April 23, 2015 is \$13,017,288.52 minus the committed project funds of \$3,040,819.41, bringing the balance to \$9,976,469.11.

Lower Bucks County Joint Municipal Authority

Board Meeting Minutes ~ April 23, 2015

Old Business

There was no old business presented to the Board.

New Business

There was no new business presented to the Board.

Adjournment

Mr. Altmiller made a motion, seconded by Mr. Chase, to adjourn the Board meeting at 8:40 P.M.

Motion carried unanimously.

Respectfully submitted by:

Janet Keyser
Secretary

JK/dm
DPM0076